

## IPOS Notice to Postsecondary Institutions

February 1999

The Institutional Participation and Oversight Service (IPOS) is providing the Program Review Guide at this site in accordance with the disclosure requirements of Section 498A(b)(2) of the Higher Education Act.

Readers should be aware that some of the material may be out-of-date with regards to offices, contacts, or actual procedures that are currently in use. For example, IPOS reorganized in November 1996. As a result, new offices were created, some were renamed, and others were phased out, with their duties being redistributed. Likewise, certain citations may be out of date or missing. For example, the portion of the Program Review Guide dealing with excess cash (p. 4-6) does not include a regulation for excess cash published at §668.166 after the Guide was issued and the procedure described does not mention the seven day tolerance limit that became effective with that regulation.

IPOS does not have the resources to modify the Program Review Guide whenever a change occurs in the program requirements or review procedures. Therefore, portions of the material may not reflect current review procedures. Readers need to understand that IPOS staff may adjust existing written guidelines and procedures as program requirements change, case law becomes final, and as the result of experience conducting program reviews. Revised guidelines and procedures will be posted as they are issued and converted electronically for the web.

If you have any questions, please contact the appropriate Case Management Team as indicated in the area titled: IPOS Organizational Structure and Contacts.

A note on formatting: It is possible that page numbering, lines, spacing, footnotes, etc., have been modified or lost in preparing this material for the internet. In addition, we will include a note if a chart, appendix or graph is unavailable electronically at this time. In these cases, the note will explain how a hardcopy of the unavailable material can be obtained.